



**California Emergency Management Agency**  
**Public Safety and Victim Services Programs**  
3650 SCHRIEVER AVENUE  
MATHER, CALIFORNIA 95655  
(916) 324-9200



May 5, 2010

Marva Bledsoe  
Executive Director  
Women's Resource Center  
1963 Apple Street  
Oceanside, CA 92054

**SUBJECT:** Performance Assessment Report  
**GRANT #:** DV09091028 & DR09011028  
**RECIPIENT NAME:** Women's Resource Center

Dear Ms. Bledsoe:

Thank you again for your time on April 29th and 30<sup>th</sup>, 2010, when I conducted a Performance Assessment of the Domestic Violence Assistance (DV) Program grant for your agency. Attached please find a copy of the Performance Assessment including the Domestic Violence Recovery Act (DR) Addendum.

During the site visit, we discussed Cal EMA's requirements for the project, the goals and objectives of the program, the project's source documentation, and the reporting requirements. As a result of the visit, I am happy to report that I did not identify any areas which need corrective action. The project was compliant in every single area of the performance assessment.

There was however a couple of things that we discussed during the site visit that are not considered corrective actions in terms of being out of compliance but will require action as soon as possible.

- You will need to submit a Grant Award Modification (Form 2-223) with an updated Project Contact Information Sheet (Form 2-102) attached to reflect the upcoming changes to staff email addresses.
- You will also need to include a revised Progress Report- Attachment 2, Progress Toward Objectives to reflect the changes to your Projected Numbers due to the fact that your project has exceeded the projected numbers in the first two quarters of the 09/10 grant year. These changes would affect the third and fourth quarter of the 09/10 grant year. As discussed I will provide you with the required documents for your convenience.

As for the other documentation that you were required to provide at the time of the site visit, I will be placing copies in your DV09/10 file and your master file at Cal EMA headquarters. Please keep in mind that you will be required to provide all requested documents again for future site visits but these are good for three years.

Enclosed is a copy of the completed Site Visit Checklist Form for your review. Please review and sign the cover page and return a copy of the cover page to me by **Wednesday, May 19<sup>th</sup>, 2010 or sooner** as confirmation of receipt.

Thank you again for your hospitality during this visit. If you have any questions regarding the site visit please contact me at 916.324.9222 or Joimeiko.Coulbourn@calema.ca.gov.

Joimeiko Coulbourn  
Criminal Justice Specialist  
Domestic Violence Section

Enclosures

c: Cal EMA R&R Logistics